

TRANSPORTATION AUTHORITY OF MARIN (TAM)
EXECUTIVE COMMITTEE MEETING
APRIL 13, 2005

Commissioner members present: Al Boro, City of San Rafael
Alice Fredericks, Town of Tiburon
Joan Lundstrom, City of Larkspur
Peter Breen, Town of San Anselmo

Commissioner members absent: Steve Kinsey, Marin County Board of Supervisors
Cynthia Murray, Marin County Board of Supervisors
Lew Tremaine, Town of Fairfax

Staff members present: Dean Powell, Marin County Principal Transportation Planner
Kathleen Booth, Recording Secretary

Vice-Chair Boro called the meeting to order at 3:10 PM.

1. Approval of Minutes from March 9, 2005 Meeting

The minutes from March 9, 2005 were approved without revision.

2. Executive Director's Report

Principal Transportation Planner Dean Powell reported he was filling in for Executive Director Craig Tackabery. He introduced the new TAM Secretary, Kathleen Booth.

Dean Powell gave a status report on the Executive Director recruitment. He passed out recruitment brochures and announced the final filing date is April 22, 2005. At the May Executive Committee meeting, there will be a closed session to review the applications with the recruitment consultant.

Dean Powell informed attendees that TAC and Oversight Committee applications are coming in slowly. He passed out a handout noting who has applied to date, and he needs help getting the word out. He has posted applications on the website and distributed applications and information to all public libraries, school districts, town and city clerks, and newspapers in Marin.

Dean Powell reported actions taken today by the MTC Programming and Allocations Committee involving funding recommendations that will be considered for final action by MTC on April 27, 2005. The first item concerns the Lifeline Transportation Program, which is a new funding program included as part of the Transportation 2030 Plan that has been delegated to the Bay Area CMAs to administer and implement projects in low-income communities identified in Community-Based Transportation Plans. He noted that two communities in Marin have been identified for community-based transportation planning efforts: in the Canal Neighborhood of San Rafael and in Marin City. Funding has already been approved to commence a planning effort in the Canal Neighborhood and a work program and contract will be proposed for approval by the TAM Board this month. There will be a total of \$405,000 for this program over three years beginning fiscal year '05-'06.

The second action taken by the MTC Programming and Allocations Committee today relates to the Surface Transportation Program/Congestion Mitigation Air Quality Improvement Program Cycle 1 Augmentation. This involves the good news that the Executive Director reported last month to the TAM Board about a windfall of additional federal funds available for programming to the Bay Area of which would provide significant funds to Marin, including:

- \$21.3 million for Segment 3 of the Gap Closure Project through Central San Rafael with Measure A local match funds
- \$200,000 for Redwood Blvd. Rehabilitation in Novato
- \$250,000 for Grant Ave. Rehabilitation in Novato
- \$400,000 for Center Blvd. Rehabilitation in Fairfax
- \$350,000 for Sir Francis Drake Blvd. Rehabilitation
- \$760,000 for Golden Gate Ferry Major Components Rehabilitation
- \$1.6 million for Golden Gate Bridge Suicide Deterrent System

Dean Powell noted that without Measure A funds, Marin would not have received any funds for the Gap Closure project. Measure A is already providing significant benefit to Marin.

The third programming action taken by the MTC Programming and Allocations Committee today involved an allocation of RM2 funds of \$330,000 for construction of a project to widen Sir Francis Drake Boulevard from 2 to 3 lanes westbound from the Ferry Terminal and Larkspur Landing Circle intersection to the U.S. 101 ramps.

The last item that Dean Powell reported was that the California Transportation Commission is meeting today and will consider a STIP Amendment on Marin's behalf to move funds on Segment 4 of the Gap Closure project as outlined in the financial details that were discussed at last month's board meeting.

3. Review of 2005 Congestion Management Plan (CMP) Scope of Work and Schedule Discussion

Dean Powell introduced Alison Kirk from Wilbur Smith Associates (WSA) to give a brief overview on the proposed scope of work for the 2005 CMP, the schedule for it, and how the groundwork will be laid down for a more comprehensive update for the next CMP in 2007.

Alison Kirk presented the 2005 CMP work scope, highlighting the meeting schedule, data collection efforts, and coordination with MTC. WSA will write the update and will also prepare a plan for a more comprehensive 2007 update. Data collection includes three types of surveys: traffic vehicle counts, occupancy surveys, and travel speed surveys.

Alison Kirk noted the following dates: contract approval at the April 28th TAM Board meeting; data collection in May; discussion on existing CMP issues and review of CIP projects at the May 26th TAM Board meeting; review and approval of an updated CIP projects' list at the June 23rd TAM Board meeting; draft to MTC by July 20th; draft reviewed by TAM Board at the July 28th meeting; and final draft approval at the September 22nd TAM Board meeting. The final draft will be submitted to MTC by October 15, 2005. Then work will start on enhancements for the 2007 CMP in January 2006, which will include a longer public review process and a comprehensive multimodal integration and update to reflect the authority's Transportation Vision.

Vice-Chair Boro stated a need to account for recent California growth projections and update to our land use data as part of any update to the Marin Travel Model and the comprehensive update to the 2007 CMP.

It was the consensus of the Executive Committee to direct staff to bring the 2005 CMP work scope to the full board for consideration on April 28, 2005.

4. Review of Draft Safe Routes to School (SR2S) Program Request for Proposal Discussion

Dean Powell introduced Hank Haugse from the Nolte Associates Project Management Team to give an overview of the Safe Routes to School Program Request for Proposal and its schedule.

Hank Haugse presented the draft RFP, its six major tasks, and its schedule, which is proposed to be reviewed by the full Board at the April 28th meeting. An RFP will be issued after TAM Board approval. After receiving and

reviewing responses to the RFP, staff will bring back a recommendation to the board to approve a contract with new SR2S contractor by June 23, 2005. Work would start on July 1, 2005.

Commissioner Lundstrom provided a series of suggestions and comments to staff on the draft to clarify the intent of certain tasks and strengthen the language around issues, such as accountability, results, and outreach and education.

Commissioner Breen questioned who would manage the crossing-guard program and safe pathways funding. Hank Haugse said they are not part of the SR2S program.

Commissioner Lundstrom would like audits to be done to ensure the program meets performance measures and clear goals.

Vice-Chair Boro asked Hank Haugse how goals and results can be measured. Hank Haugse responded information on the success of the program and an evaluation of the program against identified performance measures would be part of an annual report. Every two years the Technical Advisory Committee will re-evaluate the program and that would give an opportunity to rethink the goals and strategies of the program.

Dean Powell questioned the advisability of having a suggested goal to continually enhance performance measures, recognizing the fact that with each new school year the program participation starts at a much lower rate than later on in the year. Vice-Chair Boro noted that the goal is to try to change the long-term mindset of parents so students use carpools, buses, bike, walk, and other means of transportation.

Commissioner Fredericks questioned if this is the right time to discuss how to measure program success. Al Boro noted that success could be defined in RFP.

Commissioner Lundstrom noted that if a school does not have volunteers or program champions, the consultants should take the lead. Hank Haugse stated it is the intent of the program to train and educate program champions in each school and sustain contact. He stated perhaps it could be stated more clearly in the RFP that this needs to show their budget anticipates 'X' number of visits to each participating school.

Dean Powell noted a prior suggestion made by Commissioner Lundstrom to add language to the "support the school pool program" bullet by providing educational materials and developing strategies that support this program. Related to this issue at the regional level, MTC has hired a new Regional Rideshare Program contractor that will start on July 1, 2005. RIDES has been the contractor for 27 years. Parsons-Brinckerhoff will take over and it is our understanding that they will no longer provide ride-matching services support for the school pool program. So, it is relevant to add language that involves developing strategies to support the school pool program, which could include creating and managing a ride-matching database for schools. This issue may have funding impacts.

It was the consensus of the Executive Committee to direct staff to make revisions to the draft RFP as discussed at the meeting and to bring a revised draft to the TAM Board meeting of April 28th for consideration.

5. Open Time for Public Expression

None.

Vice-Chair Boro adjourned the Ex Comm. meeting at 4:25pm.